



Office of the Vice President of Instruction & Student Services

TO: Carolyn Chavez, Director
Human Resources

FROM: Maxine Hughes, Interim Vice President of Instruction & Student Services
Maxine Hughes

DATE: June 19, 2020

RE: Scheduling and Catalog Specialist Open Position

In light of enrollment reductions across the institution, we will not be filling the position of Full-time Scheduling and Catalog Specialist in the Registrar's Office at this time. The responsibilities of this position have been combined with those of the Registrar.

This reduction of personnel assists Luna Community College in being more fiscally responsible.

LUNA COMMUNITY COLLEGE

366 Luna Drive • Las Vegas • New Mexico • 87701
Phone: (505) 454-5378 or 1-800-588-7232 • E-mail: mhughes@luna.edu
